

Appendix E

Adopt-a-Stream Program – clean-up

Contents:

- a) 2013 09 18 e-mail correspondence with Joe McAreavy & Janet Stevens of local Girl Scouts Troop about volunteering opportunities (1 page).
- b) 2013 09 22 e-mail correspondence with Janet Stevens of local Girl Scouts Troop (1 page)
- c) 2013 10 09 & 10 report of meeting with Janet Stevens of local Girl Scouts Troop (3 pages).
- d) 2013 10 17 e-mail to coordinate supplies for the clean-up effort (2 pages).
- e) 2013 10 28 e-mail from Janet Stevens to provide report on clean-up conducted on 10.27.2013 (2 pages).
- f) 2013 10 27 report and photos of stream clean-up (6 pages).

Zimbra

sbw@foxeng.com

FW: Volunteer opportunities in Grimes

From : Joe McAreavy <JMcAreavy@ci.grimes.la.us>

Wed, Sep 18, 2013 02:03 PM

Subject : FW: Volunteer opportunities in Grimes**To :** sbw@foxeng.com

Brandt,
Can you contact this gal and see if ther is something with our storm water that she could do.

Joe

-----Original Message-----

From: Kelley Brown

Sent: Wednesday, September 18, 2013 1:56 PM

To: Joe McAreavy; Brett Barber; Brian Buethe; 'Karla Pfaff'

Subject: FW: Volunteer opportunities in Grimes

HI guys and gals -

Silver Award projects are something like Eagle Scout projects divided in half or so.....
Any ideas?

Thanks!
Kelley

-----Original Message-----

From: Janet Stevens [mailto:JStevens@mueller-yurgae.com]

Sent: Monday, September 16, 2013 12:00 PM

To: Kelley Brown

Subject: Volunteer opportunities in Grimes

Hi Kelley, I wonder if you can help me? My 7th grade Girl Scouts are looking for volunteer opportunities in the Grimes community to complete their Silver Award over the next two years. Can you put me in touch with who I might talk to about that?

I had a conversation with Deputy Ballinger a few years back regarding a water clean up project or something like that. Is he still doing that?

Janet Stevens

Zimbra

sbw@foxeng.com

RE: volunteer opportunities in Grimes for Girl Scouts troop

From : Janet Stevens <JStevens@mueller-yurgae.com>
Subject : RE: volunteer opportunities In Grimes for Girl Scouts troop
To : Brandt Williamson <sbw@foxeng.com>
Cc : Kelley Brown <kellbrown@ci.grimes.ia.us>, Joe McAreavy <jmcareavy@ci.grimes.ia.us>, John Gade (E-mail) <jgade@foxeng.com>

Sun, Sep 22, 2013 02:17 PM

Thank you very much!! I am very excited about the response I've gotten from so many Grimes community leaders. We have our first meeting tomorrow night and I will introduce all the volunteer opportunities available and will be in touch with you very soon to set up a meeting time.

Thanks again!

Janet Stevens
Cadette Girl Scout troop 187

From: Brandt Williamson [mailto:sbw@foxeng.com]
Sent: Friday, September 20, 2013 2:39 PM
To: Janet Stevens
Cc: Kelley Brown; Joe McAreavy; John Gade (E-mail)
Subject: volunteer opportunities in Grimes for Girl Scouts troop

Ms. Stevens,
Thank you for contacting the City of Grimes about opportunities to volunteer.
To answer your question -- YES--there are wonderful opportunities to volunteer for in Grimes.

My name is Brandt Williamson, I work for FOX Engineering Associates, Inc.
FOX is hired by the City of Grimes to provide engineering services.
One of those services is administering the DNR mandated storm water program.
My position is to coordinate and perform record keeping for the program.

The City would be very happy to have assistance from the Girl Scouts in promoting Storm Water awareness.
The City has several programs "on-the-shelf" that are ready to implement.

I look forward to discussing options with you.

Sincerely,
Brandt Williamson

FOX Engineering Associates, Inc.
414 South 17th Street | Suite 107 | Ames, IA 50010
Office | 515.233.0000 | Fax | 515.233.0103
www.foxeng.com



101 North Harvey, Grimes, Iowa 50111 515.986.3036 Fax 515.986.3846

October 09, 2013

Adopt-A-Stream Program Meeting Report

City of Grimes, Iowa

Meeting location: common area of Grimes Community Center
410 SE Main Street
Grimes, Iowa 50111

Meeting time: 4:45 P.M. TO 5:40 P.M.

Meeting participants: Janet Stevens, Girl Scouts representative
Brandt Williamson, FOX Engineering Associates, Inc.

Material presented to Girl Scouts:

forms for City of Grimes Adopt-A-Stream program:

- a) Application and Agreement *(one 8.5" x 11.0" page)*
- b) Program *(one 8.5" x 11.0" page)*
- c) Safety Guidelines *(one 8.5" x 11.0" page)*
- d) Event Notification *(one 8.5" x 11.0" page)*
- e) Liability Release Form *(one 8.5" x 11.0" page)*
- f) Stream cleanup Report Form *(one 8.5" x 11.0" page)*
- g) 2009 City of Grimes Stormwater Outflow map *(19 sheets 11" x 17" paper)*
- h) 2007 City of Grimes streams map *(one sheet 24" x 36" paper)*
- i) 2010 City of Grimes storm outfall map *(one sheet 24" x 36" paper)*

Discussion Points:

Reviewed the forms associated with the program – the forms appeared to be appropriate for the program and shouldn't present a problem for getting filled out and returned.

Reviewed the stream maps and discussed likely stream reaches to conduct clean-up.

Reviewed safety concerns.

Reviewed timing of cleanup efforts.

Ms. Stevens has a troop of approximately 20 girls who are interested in participating in this project. They have participated in other cleanup projects...most notable, in the girls minds, is the cleanup of homeless camps.

The troop has fantastic parent support/involvement.

The troop has a policy of 1 adult for every 6 scouts when they venture out for projects.

The scouts and parents have some medical/first aid training.

Discussed what length of stream(s) the Girl Scouts could be responsible for and how often a cleanup event could take place.

Discussed access and parking for an event.

Discussed what support the City should provide for the event and what the Girl scouts should provide.

Discussed being respectful of private property, there may need to be written permission by homeowners to cleanup streams for which the City does not has easement access.

Discussed what should be done with debris that is picked up.

Summary

The Girl Scouts are excited to participate in the City's effort to cleanup the streams within it's Corporate limits.

The Girl Scouts will provide gloves.

The City will provide plastic bags to collect the debris and will collect the bags from readily accessible locations (shoulder of the trail or close to roadway).

The Girl Scouts will provide a completed Stream Cleanup Report Form.

It is contemplated that the Girl Scouts might cleanup all of the accessible streams. Might hold two events per month.

The first cleanup event is set for Sunday October 27th from 2:00 p.m. to 5:00 p.m. The cleanup will start at the Hwy 44 (East 1st Street) box culvert, next to Kum & Go and proceed north to the Grimes Waste Water Treatment Plant. Brandt Williamson will be present to represent the City of Grimes.

Respectfully submitted by,

Brandt Williamson

Brandt Williamson,
FOX Engineering Associates, Inc.

Copy to: *Kelley Brown, City of Grimes*
 Joe McAreavy
 John Gade, FOX Engineering

Zimbra

sbw@foxeng.com

Grimes Adopt a Stream coordination meeting

From : Brandt Williamson <sbw@foxeng.com>
Subject : Grimes Adopt a Stream coordination meeting
To : Janet Stevens <jstevens@mueller-yurgae.com>

Thu, Oct 10, 2013 01:37 PM

 1 attachment

Janet,
It was a pleasure to meet you in person.
On behalf of the City of Grimes, thank you for volunteering to participate in the Adopt a Stream program.
Please review the attached meeting report to see if accurately represents the meeting.
After you have reviewed it, the report will be submitted to the City and DNR.

Feel at ease to recommend changes.

Looking forward to October 27th !!!!

Brandt Williamson
FOX Engineering Associates, Inc.
414 South 17th Street | Suite 107 | Ames, IA 50010
Office | 515.233.0000 | Fax | 515.233.0103
www.foxeng.com

 **2013 10 09 - organizational mtg -Girl Scouts.doc**
301 KB

Zimbra

sbw@foxeng.com

RE: Adopt-A-Stream project

From : Janet Stevens <JStevens@mueller-yurgae.com>

Thu, Oct 17, 2013 09:07 AM

Subject : RE: Adopt-A-Stream project**To :** Joe McAreavy <JMcAreavy@ci.grimes.ia.us>**Cc :** 'sbw@foxeng.com' <sbw@foxeng.com>

Well that's easy enough. Thanks.

Where should I pick up the bags? I can do that tomorrow if that works for you.

Janet Stevens

Mueller-Yurgae

1055 SE 28th Street

Grimes, Ia 50111

515-457-2206 direct

515-986-0491 fax

jstevens@mueller-yurgae.com

From: Joe McAreavy [mailto:JMcAreavy@ci.grimes.ia.us]**Sent:** Thursday, October 17, 2013 9:02 AM**To:** Janet Stevens**Cc:** 'sbw@foxeng.com'**Subject:** RE: Adopt-A-Stream project

Janet,

We would be happy to supply the bags. If you would leave the bags along the trail, we will pick them up the next morning.

Thanks,
Joe

From: Janet Stevens [mailto:JStevens@mueller-yurgae.com]**Sent:** Monday, October 14, 2013 12:05 PM**To:** Joe McAreavy**Cc:** Brandt Williamson (sbw@foxeng.com)**Subject:** Adopt-A-Stream project

Good morning, my name is Janet Stevens and I am the Girl Scout leader whose troop is going to clean up the streams in and around Grimes. I am so excited for this opportunity and so are a bunch of my parents.

I met with Brandt Williamson last week and we talked about the city supplying garbage bags for us – is that possible? If so, just let me know where I can pick them up this week as we will be out cleaning up our first stream this Sunday 10/27/13 2:00 – 5:00 pm. Mr. Williamson is joining us this first time to guide us in exactly what the city wants us to accomplish. We welcome your input too.

We will be working north of Kum & Go on Sunday so please let us know where you would like us to pile the debris on that route as well. Thanks again for the opportunity.

Janet Stevens
Girl Scout troop 187

From: Brandt Williamson [<mailto:sbw@foxeng.com>]
Sent: Friday, September 20, 2013 2:39 PM
To: Janet Stevens
Cc: Kelley Brown; Joe McAreavy; John Gade (E-mail)
Subject: volunteer opportunities in Grimes for Girl Scouts troop

Ms. Stevens,
Thank you for contacting the City of Grimes about opportunities to volunteer.
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My position is to coordinate and perform record keeping for the program.

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The City has several programs "on-the-shelf" that are ready to implement.

I look forward to discussing options with you.

Sincerely,
Brandt Williamson

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414 South 17th Street | Suite 107 | Ames, IA 50010
Office | 515.233.0000 | Fax | 515.233.0103
www.foxeng.com

Zimbra

sbw@foxeng.com

RE: 2013 10 27 Girl Scouts Adopt a Stream clean up

From : Janet Stevens <JStevens@mueller-yurgae.com>

Mon, Oct 28, 2013 11:09 AM

Subject : RE: 2013 10 27 Girl Scouts Adopt a Stream clean up**To :** Brandt Williamson <sbw@foxeng.com>, Joe McAreavy
<jmcareavy@ci.grimes.ia.us>, Kelley Brown
<kelbrown@ci.grimes.ia.us>**Cc :** John Gade <jgade@foxeng.com>

Thank you Brandt for all your help. The scouts (and parents) enjoyed ourselves a lot yesterday and really felt like we made a difference. I will get those reports to you by end of the week (hopefully sooner). Thanks again.

Janet

Janet Stevens

Mueller-Yurgae

1055 SE 28th Street

Grimes, Ia 50111

515-457-2206 direct

515-986-0491 fax

jstevens@mueller-yurgae.com

From: Brandt Williamson [mailto:sbw@foxeng.com]**Sent:** Monday, October 28, 2013 10:50 AM**To:** Janet Stevens; Joe McAreavy; Kelley Brown**Cc:** John Gade**Subject:** 2013 10 27 Girl Scouts Adopt a Stream clean up

Joe & Kelley,

The Girl Scouts Adopt a Stream clean-up effort went very well yesterday!!!

An approximate guess would be 350 pounds of debris was removed from the creek channel between the box culvert at Hwy 44 (Kum & Go) and the WWTP.

Several bags of debris were left in the parking lot at Lyons Park and several piles (bags, tires, pipe) were left on the east side of the creek near the WWTP.

Because they were passing by the City's maintenance shop, some of the bags were placed in that dumpster.

Clean-up went from 2:00p.m. to 5:00 p.m.

Participants: Girl Scouts - 4 adults and 4 scouts, City representative (Brandt-FOX Engrg)

Here are photos of the event.

Joe, Is it the City's responsibility to remove trees from the creek?

On the west side of Main Street (across from Exterior Sheet Metal) there are several downed trees, most likely from the recent storm, that are blocking the channel and could back-up water.

Janet,

Could you make a copy of the reports and e-mail them to me?
They should be included in the City's annual report to the Iowa Dept. of Natural Resources.

The City thanks you for taking on this project and looks forward to working with you this Spring.

Brandt Williamson

FOX Engineering Associates, Inc.

414 South 17th Street | Suite 107 | Ames, IA 50010

Office | 515.233.0000 | Fax | 515.233.0103

www.foxeng.com



Adopt-a-Stream Program Stream Cleanup Report Form

Stream Name: _____

Location (attach map): _____

Date: 10.27.2013 Time: 2:00 - 5:00 pm

Contact Person: JANET STEVENS

Organization: GIRL SCOUT TROOP 187

Address: 404 SW Maplewood Dr, GRIMES, Ia 50111

Phone: 515.707.3302 cell E-Mail: jstevens@mueller-yurgas.com

Number of Volunteers: 8 Hours Worked: 3

Pollutants Found In or Near Stream:

COUGH MED, dog poop in bags

Most Unusual Item Found: cast iron water valve cover, toilet part

Distance Cleaned (Miles): Approx 1.5 miles

Other Observations: ONE CULVERT filled with garbage. AREA behind homes had less than anticipated. AREA by water plant had MORE.

Trash Picked Up (# of bags used): 12

Estimate weight of all bags combined: 350# lbs.

Comments: SOME AREAS VERY STEEP AND ~~UNSAFE~~ DENSE with fallen TREES and foliage so UNSAFE for girls (although it was their favorite area to work in).

Please return this completed form to the City of Grimes after each cleanup event.



Adopt-a-Stream Event Notification

Please notify the City of Grimes staff of your stream cleanup date and location for garbage collection. Complete this form and return to City prior to cleanup event.

Organization: Girl Scout Troop 187

Estimated Number of Participants: Up to 30

Stream Cleanup Location: _____

Date of Cleanup: 10.27.2013

Bags for trash collection will be provided by the City. Please contact the City to schedule a time to pick up supplies prior to cleanup event.

After finishing stream cleanup, properly secure and completely tie all bags. Group the bags together and place them at least 6 feet away from the road. Describe below the location that bags can be collected for disposal.

REFER to BRAND's E-mail (attached)

Please return this form to the City of Grimes at least two weeks prior to stream cleanup event:

City of Grimes
101 NE Harvey Street
Grimes, Iowa 50111
(515) 986-3036
www.grimesiowa.gov





